§ 2636.306

such areas as law, insurance, medicine, architecture, financial services and accounting. A covered noncareer employee who is uncertain whether a particular field of endeavor is a profession which involves a fiduciary relationship may request an advisory opinion under § 2636.103.

Example 1. In view of the standards of the profession which require a licensed real estate broker to act in the best interests of his clients, the selling of real estate by a licensed broker involves the practice of a profession involving a fiduciary relationship.

Example 2. A covered noncareer employee may receive the customary fee for serving as the executor of his mother's estate, provided he does not violate the applicable limitation on the amount of outside earned income he may receive. Although the executor of an estate has fiduciary obligations, serving as an executor in these circumstances does not involve the practice of a profession and, therefore, is not prohibited. He could not, however, serve for compensation as attorney for the estate.

[56 FR 1723, Jan. 17, 1991, as amended at 58 FR 69176, Dec. 30, 1993]

§ 2636.306 Compensation restriction applicable to service as an officer or member of a board.

- (a) Applicable restriction. A covered noncareer employee shall not receive compensation for serving as an officer or member of the board of any association, corporation or other entity. Nothing in this section prohibits uncompensated service with any entity.
- (b) *Definition*. For purposes of this section, the phrase "association, corporation or other entity" is not limited to for-profit entities, but includes nonprofit entities, such as charitable organizations and professional associations, as well as any unit of state or local government.

Example 1. A covered noncareer employee of the Environmental Protection Agency may not serve with compensation on the board of directors of his sister's closely-held computer software corporation.

Example 2. A covered noncareer employee of the Department of the Navy may serve without compensation as an officer of a charitable organization that operates a hospice.

Example 3. A covered noncareer employee of the Coast Guard appointed to serve as a member of the board of education of the county in which she is a resident may not receive compensation for that service.

§ 2636.307 Requirement for advance authorization to engage in teaching for compensation.

- (a) Authorization requirement. A covered noncareer employee may receive compensation for teaching only when specifically authorized in advance by the designated agency ethics official.
- (b) Definition. For purposes of this section "teaching" means any activity that involves oral presentation or personal interaction, the primary function of which is to instruct or otherwise impart knowledge or skill. It is not limited to teaching that occurs in a formal setting, such as a classroom, but extends to instruction on an individual basis or in an informal setting.
- (c) Request for authorization. An employee may request authorization to engage in compensated teaching activities by forwarding a written request to the designated agency ethics official. The request shall describe the employee's official duties, the subject matter of the teaching activity, the entity sponsoring the course, and the student, class or audience to be taught. In addition, it shall set forth the terms of the compensation arrangement and identify the source of the payment. The request shall be accompanied by any contract or employment agreement and any literature describing, publicizing or otherwise promoting the class, classes or course.
- (d) Standard for authorization. Compensated teaching may be approved by the designated agency ethics official only when:
- (1) The teaching will not interfere with the performance of the employee's official duties or give rise to an appearance that the teaching opportunity was extended to the employee principally because of his official position;
- (2) The employee's receipt of compensation does not violate any of the limitations and prohibitions on honoraria, compensation or outside earned income contained in this part; and
- (3) Neither the teaching activity nor the employee's receipt of compensation therefor will violate applicable standards of conduct or any statute or regulation related to conflicts of interests.
- (e) Determination and authorization. The determination by the designated agency ethics official to grant or deny

authorization to engage in teaching for compensation shall be in writing and shall be final. The authority of the designated agency ethics official to authorize compensated teaching may not be delegated to any person other than the alternate designated agency ethics official described in §2638.202(b).

PART 2638—OFFICE OF GOVERN-MENT ETHICS AND EXECUTIVE AGENCY ETHICS PROGRAM RE-SPONSIBILITIES

Subpart A—General Provisions

Sec.

2638.101 Authority and purpose.

2638.102 General policies.

2638.103 Agency regulations.

2638.104 Definitions.

Subpart B—Designated Agency Ethics Official

2638.201 In general.

2638.202 Responsibility of agency head.

2638.203 Duties of designated agency ethics official.

2638.204 Deputy ethics official.

Subpart C—Formal Advisory Opinion Service

2638.301 In general.

2638.302 Who may request a formal advisory opinion.

 $2638.303\,$ Subject matter of formal advisory opinions.

2638.304 Form of requests for formal advisory opinions.

 $2638.305\,$ Acceptance of requests for formal advisory opinions.

2638.306 Notice of requests.

2638.307 Written comment on requests.

2638.308 Issuance.

2638.309 Reliance on formal advisory opinions.

2638.310 Public availability and publication of formal advisory opinions.

2638.311 Copies of published formal advisory opinions.

2638.312 Referral of requests.

2638.313 Agency opinions.

Subpart D—Correction of Executive Branch Agency Ethics Programs

2638.401 In general.

2638.402 Corrective orders.

2638.403 Agency compliance.

2638.404 Report of noncompliance.

Subpart E—Corrective and Remedial Action in Cases Involving Individual Executive Agency Employees

2638.501 In general.

2638.502 Recommendations and advice.

2638.503 Agency investigations.

2638.504 Director's finding.

2638.505 Director's decision and order.

2638.506 Director's recommendation.

Subpart F—Executive Branch Agency Reports

2638.601 In general.

2638.602 Annual agency reports.

2638.603 Reports of referral for possible prosecution.

Subpart G—Executive Agency Ethics Training Programs

2638.701 Overview.

2638.702 Definitions.

2638.703 Initial agency ethics orientation for all employees.

2638.704 Annual ethics training for public filers.

2638.705 Annual ethics training for other employees.

2638.706 Agency's written plan for annual ethics training.

AUTHORITY: 5 U.S.C. App. (Ethics in Government Act of 1978); E.O. 12674, 54 FR 15159, 3 CFR, 1989 Comp., p. 215, as modified by E.O. 12731, 55 FR 42547, 3 CFR, 1990 Comp., p. 306.

SOURCE: 46 FR 2583, Jan. 9, 1981, unless otherwise noted. Redesignated at 54 FR 50231, Dec. 5, 1989.

Subpart A—General Provisions

§ 2638.101 Authority and purpose.

(a) Authority. The regulations of this part are issued pursuant to the authority of titles I and IV of the Ethics in Government Act of 1978 (Pub. L. 95–521, as amended) ("the Act").

(b) Purpose. These executive branch regulations supplement and implement titles I, IV and V of the Act, set forth more specifically certain procedures provided in those titles, and furnish examples, where appropriate.

(c) Agency authority. Subject only to the authority of the Office of Government Ethics as the supervising ethics office for the executive branch, all authority conferred on agencies in this subchapter B of chapter XVI of title 5